CA-PMM

Project Name: Automated License Data System (ALDS)

OCIO Project #: 3600-44
Department: Fish and Game
Revision Date: June 2009 (for May 2009 reporting period)

Status Report

Status Report – Project Manager to Sponsor

Current Status Report

Questions	Yes/No	Cause	Impact	Action Required
1. Were recent milestones completed on schedule?	No	Customer Management Work Packet missed milestone due - Average bugs were delivered in milestone Sprint 16.	Work Packet will not receive agree to proceed.	Active must fix bugs as soon as possible in order to receive agree to proceed and limit liquidated damages.
2. Were any key milestones or deliverables rescheduled?	No			
3. Was work done that was not planned?	Yes	Reports planned for the project, but not planned for this reporting period, were done.	Benchmarks on report deliveries changed but not final reporting milestone	Active needs to provide information clearly indicating changes to report development. This issue is outstanding from the May 2009 report. DFG has made repeated request for this information. Active has not yet provided this information.
4. Were there any changes to scope?	No			
5. Were tasks added that were not originally estimated?	No			
6. Were any tasks or milestones removed?	No			
7. Were any scheduled tasks not started?	No			
8. Are there any new major issues?	Yes	Plan to manage test seed data is not in place.	DFG cannot do thorough testing without a complete and accurate dataset that can be created, maintained, and refreshed to the various test environments each Sprint.	Vendor is working on setting up the environment in POC. DFG needs to then populate the environment with the seed data. Vendor needs to ensure processes are in place to allow data to be migrated to all test environments.

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9. Are there any staffing problems?	Yes	Vendor is down two development resources	Has impacted on-time delivery of initial product development functionality.	Active is interviewing to fill positions. This issue is still outstanding from the May 2009 report.

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Look Ahead View

Questions	Yes/No	Impact	Action Required
1. Will upcoming critical path milestones or deliverables be delayed?	Maybe	Vendor has stated they will try to keep to test iteration schedule. If they are unable to do this, and full testing iterations are required for last pieces of functionality, schedule could be delayed 1 1/2 to three months.	DFG will continue to review with the vendor expectations, based on the schedule, of when test iterations should be delivered for initial testing and retesting.
2. Do any key milestones or deliverables need to be rescheduled?	No		
3. Is there any unplanned work that needs to be done?	No		
4. Are there any expected or recommended changes to scope?	No		
5. Are there any tasks not originally estimated that will need to be added?	No		
6. Are there any tasks or milestones that should be removed from the plan?	No		
7. Are there any scheduled tasks whose start will likely be delayed?	No		
8. Are any major new issues foreseeable?	No		
9. Are any staffing problems anticipated?	Maybe	One DFG testing resource retired last month. This may impact DFG's ability to complete WP testing on schedule.	Recruit additional resources to support testing.

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Current Status and Accomplishments:
Describe deliverables completed and milestones met during **this reporting period.**

DFG Test Team Lead provided 'Agree to Proceed' for the Agent Management (Agent App Process) and Asset Management Integration Work Packets.

Project Milestones:
List key milestones and their dates from the project schedule.

Milestone	Target Date	Forecast Date	Status	Cause & Impact to Implementation Date	Date Completed
Milestone I IPOS Demo Complete	5/1/09	5/1/09	Complete		5/1/09
Site Admin - Security and Audit WP Complete	5/21/09		Complete		2/16/09 (AtP signed 3/24/09)
Customer Management WP Complete	5/21/09	8/5/09	In Process - Delayed	Cause - increase in testing iteration cycles. Should not impact implementation date.	
Agent Management WP Complete	6/16/09	8/5/09	In Process - Delayed	Cause - increase in testing iteration cycles. Should not impact implementation date.	
Revenue Accounting General WP Complete	6/16/09		Complete		3/12/09 (AtP signed 4/3/09)
Application Modification and Upgrade Procedures Plan Approved by DFG	6/23/09	6/23/09	In Process		
Agent Management (Agent App Process) WP Complete	7/10/09	10/16/09	Complete		5/22/09 (AtP signed 5/29/09)
Milestone II IPOS Demo Complete	7/15/09	7/15/09	In Process		

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System Security Plan Approved by DFG	7/31/09	7/31/09	In Process		
License Item Mgmt (Catalog) and License Item Mgmt (Rules Eng/Rules Creat.) Complete	8/27/09	1/29/09	In Process - Delayed	Cause - increase in testing iteration cycles. Should not impact implementation date.	
Specialized Licensing (Controlled Hunt Mgmt) WP Complete	8/27/09	11/10/09	In Process - Delayed	Cause - increase in testing iteration cycles. Should not impact implementation date.	
Misc Infrastructure Complete	8/27/09		In Process		
Physical Inventory Management WP Complete	9/22/09	12/8/09	In Process - Delayed	Cause - increase in testing iteration cycles. Should not impact implementation date.	
Program Mgmt (HIP and Hunter Ed) WP Complete	9/22/09		In Process		
Other - PLMA WP Complete	9/22/09		In Process		
Revenue Accounting (Refunds) WP Complete	9/22/09		In Process		
Asset Mgmt WP Complete	9/22/09		Complete		5/22/09 (AtP signed 5/29/09)
Specialized Licensing (Free and Reduced Fee) WP Complete	10/15/09		Not Started		
Technology Architecture Plan Approved by DFG	11/3/09		Not Started		
Other - Copy Season WP Complete	11/9/09		In Process		

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Customer Merge WP Complete	11/9/09		In Process - Delayed	Cause - LOE to develop functionality underestimated causing late initial delivery for WP testing. Should not impact implementation date.	
Revenue Accounting (Sales Reconciliation) WP Complete	11/9/09		In Process		
Revenue Accounting (EFT/ACH) WP Complete	11/9/09		In Process		
Revenue Accounting (CALSTARS) WP Complete	11/9/09		In Process		
Business Operations Support Plan Approved by DFG	11/9/09		Not Started		
Data Conversion Plan Approved by DFG	11/20/09		Not Started		
Fulfillment WP Complete	12/7/09		Not Started		
ALDS Extracts Complete	12/7/09		Not Started		
System Maintenance Plan Approved by DFG	12/21/09		Not Started		
Specialized Licensing (Controlled Hunt App) WP Complete	1/28/10		In Process		
Specialized Licensing (Lifetime Licenses) WP Complete	2/22/10		In Process		
Decision Support Services Framework WP Complete	3/3/10		In Process		

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IPOS (License Sales Mgmt (Sales Process and IPOS Engineering) and License Item Mgmt (Catalog) Print Docs) WP Complete	3/17/10		In Process		
Training Plan Approved by DFG	3/24/10		Not Started		
Training Material Plan Approved by DFG	4/21/10		Not Started		
Commercial Fishing Phase I WP Complete	5/4/10		Not Started		
DFG UAT Testing Begins	5/4/10		Not Started		
Transition Plan Approved by DFG	5/20/10		Not Started		
User and System Operating Manuals Approved by DFG	6/2/10		Not Started		
Performance Management Plan Approved by DFG	7/2/10		Not Started		
Help Desk Support Plan Approved by DFG	7/7/10		Not Started		
Pilot Begins (end of UAT Testing and Completion of Pilot Testing and Readiness Activities)	8/20/10		Not Started		
Other - Lifetime License Renewal Complete	8/30/10		Not Started		
Test Results Document Approved by DFG	10/28/10		Not Started		

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Pilot Execution Start	10/5/10		Not Started		
DFG Final Acceptance (Go Live)/Pilot Phase Completes	11/8/10		Not Started		
Data Conversion Software and Documentation Document Approved by DFG	1/27/11		Not Started		
Deliverable - ALDS Final System Phase I Acceptance Letter Issued	2/4/11		Not Started		
Specialized Licensing (Controlled Hunt Draws) Complete	3/17/11		Not Started		
Revenue Accounting General (1099 Reports) Complete	5/31/11		Not Started		
Compliance Management - SLMS Complete	7/18/11		Not Started		
License Sales Mgmt (Inet and Telephone) Complete	11/16/11		Not Started		
Program Management (Harvest Reporting) Complete	12/1/11		Not Started		
Commercial Fish Vessels Phase II Complete	12/29/11		Not Started		
Specialized Licensing (Special Permits) Complete	7/24/12		Not Started		
Program Management (Wild Life Processing) Complete	7/24/12		Not Started		

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Logical Data Design Approved by DFG	8/15/12		Not Started	
System Design Document Approved by DFG	8/15/12		Not Started	
Deliverable - ALDS Final System Phase II Acceptance Letter Issued	8/20/12		Not Started	

Variances

Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule		X		See #7.a and #8 in May 2009 Status Report Section of PM to Sponsor Report. Worst case impact would cause a schedule delay of about three months. Vendor has stated they will try to keep to schedule going forward. It will take a few sprints to get back on schedule.
Milestones	X			
Deliverables	X			
Resources		X		The vendor is down two development resources. They are currently working to fill the positions. DFG BA workload is high. However, this was anticipated through their overallocations in the project schedule. DFG continues to look for ways to help off-load some of their tasks. One DFG testing resource retired.
OneTime Cost				N/A - No one time costs associated with this project.

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Continuing Cost	X			Due to extension of project, SPR has been submitted and BCPs will be needed in the future.

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Status Report

Status Reports – Sponsor to Steering Committee

Summary Milestones and Highlights

Project Milestones:
List key milestones and their dates from the project schedule. Explain in issues section if a milestone's status is behind.

Milestone	Target Date	Forecast Date	Status	If Delayed, Impact to Implementation Date	Date Completed
Milestone I IPOS Demo Complete	5/1/09	5/1/09	Complete		5/1/09
Site Admin - Security and Audit WP Complete	5/21/09		Complete		2/16/09 (AtP signed 3/24/09)
Customer Management WP Complete	5/21/09	8/5/09	In Process - Delayed	Cause - increase in testing iteration cycles. Should not impact implementation date.	
Agent Management WP Complete	6/16/09	8/5/09	In Process - Delayed	Cause - increase in testing iteration cycles. Should not impact implementation date.	
Revenue Accounting General WP Complete	6/16/09		Complete		3/12/09 (AtP signed 4/3/09)
Application Modification and Upgrade Procedures Plan Approved by DFG	6/23/09	6/23/09	In Process		
Agent Management (Agent App Process) WP Complete	7/10/09	10/16/09	Complete		5/22/09 (AtP signed 5/29/09)
Milestone II IPOS Demo Complete	7/15/09	7/15/09	In Process		
System Security Plan Approved by DFG	7/31/09	7/31/09	In Process		

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Task	Baseline	Revised	Status	Cause	Actual
License Item Mgmt (Catalog) and License Item Mgmt (Rules Eng/Rules Creat.) Complete	8/27/09	1/29/09	In Process - Delayed	Cause - increase in testing iteration cycles. Should not impact implementation date.	
Specialized Licensing (Controlled Hunt Mgmt) WP Complete	8/27/09	11/10/09	In Process - Delayed	Cause - increase in testing iteration cycles. Should not impact implementation date.	
Misc Infrastructure Complete	8/27/09		In Process		
Physical Inventory Management WP Complete	9/22/09	12/8/09	In Process - Delayed	Cause - increase in testing iteration cycles. Should not impact implementation date.	
Program Mgmt (HIP and Hunter Ed) WP Complete	9/22/09		In Process		
Other - PLMA WP Complete	9/22/09		In Process		
Revenue Accounting (Refunds) WP Complete	9/22/09		In Process		
Asset Mgmt WP Complete	9/22/09		Complete		5/22/09 (AtP signed 5/29/09)
Specialized Licensing (Free and Reduced Fee) WP Complete	10/15/09		Not Started		
Technology Architecture Plan Approved by DFG	11/3/09		Not Started		
Other - Copy Season WP Complete	11/9/09		In Process		
Customer Merge WP Complete	11/9/09		In Process - Delayed	Cause - LOE to develop functionality underestimated causing late initial delivery for WP testing. Should not impact implementation date.	

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Revenue Accounting (Sales Reconciliation) WP Complete	11/9/09		In Process	
Revenue Accounting (EFT/ACH) WP Complete	11/9/09		In Process	
Revenue Accounting (CALSTARS) WP Complete	11/9/09		In Process	
Business Operations Support Plan Approved by DFG	11/9/09		Not Started	
Data Conversion Plan Approved by DFG	11/20/09		Not Started	
Fulfillment WP Complete	12/7/09		Not Started	
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Specialized Licensing (Lifetime Licenses) WP Complete	2/22/10		In Process	
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IPOS (License Sales Mgmt (Sales Process and IPOS Engineering) and License Item Mgmt (Catalog) Print Docs) WP Complete	3/17/10		In Process	

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Training Plan Approved by DFG	3/24/10		Not Started	
Training Material Plan Approved by DFG	4/21/10		Not Started	
Commercial Fishing Phase I WP Complete	5/4/10		Not Started	
DFG UAT Testing Begins	5/4/10		Not Started	
Transition Plan Approved by DFG	5/20/10		Not Started	
User and System Operating Manuals Approved by DFG	6/2/10		Not Started	
Performance Management Plan Approved by DFG	7/2/10		Not Started	
Help Desk Support Plan Approved by DFG	7/7/10		Not Started	
Pilot Begins (end of UAT Testing and Completion of Pilot Testing and Readiness Activities)	8/20/10		Not Started	
Other - Lifetime License Renewal Complete	8/30/10		Not Started	
Test Results Document Approved by DFG	10/28/10		Not Started	
Pilot Execution Start	10/5/10		Not Started	

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DFG Final Acceptance (Go Live)/Pilot Phase Completes	11/8/10	Not Started		
Data Conversion Software and Documentation Document Approved by DFG	1/27/11	Not Started		
Deliverable - ALDS Final System Phase I Acceptance Letter Issued	2/4/11	Not Started		
Specialized Licensing (Controlled Hunt Draws) Complete	3/17/11	Not Started		
Revenue Accounting General (1099 Reports) Complete	5/31/11	Not Started		
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License Sales Mgmt (Inet and Telephone) Complete	11/16/11	Not Started		
Program Management (Harvest Reporting) Complete	12/1/11	Not Started		
Commercial Fish Vessels Phase II Complete	12/29/11	Not Started		
Specialized Licensing (Special Permits) Complete	7/24/12	Not Started		
Program Management (Wild Life Processing) Complete	7/24/12	Not Started		
Logical Data Design Approved by DFG	8/15/12	Not Started		

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System Design Document Approved by DFG	8/15/12	Not Started	
Deliverable - ALDS Final System Phase II Acceptance Letter Issued	8/20/12	Not Started	

Variances

Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".

* *Priority of schedule, scope, budget, and quality from Final Ranking established in the Priority Analysis*

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule		X		See #7.a and #8 in May 2009 Status Report Section of PM to Sponsor Report. Worst case impact would cause a schedule delay of about three months. Vendor has stated they will try to keep to schedule going forward. It will take a few sprints to get back on schedule.
Milestones	X			
Deliverables	X			
Resources		X		The vendor is down two development resources. They are currently working to fill the positions. DFG BA workload is high. However, this was anticipated through their overallocations in the project schedule. DFG continues to look for ways to help off-load some of their tasks. One DFG testing resource retired.
One Time Cost				N/A - No one time costs associated with this project.
Continuing Cost	X			Due to extension of project, SPR has been submitted and BCPs will be needed in the future.

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Monitoring Vital Signs Scorecard

Vital Sign	Variance	Value	Your Score
1. Customer Buy-In	High Degree of Buy-In	0	0
	Medium Degree of Buy-In	1	
	Low Degree of Buy-In	2	
2. Technology Viability	Strong Viability	0	0
	Medium Viability	1	
	Weak Viability	2	
3. Status of the Critical Path (delay)	<5%	0	0
	5% to 10%	1	
	>10%	2	
4. Cost-to-Date vs. Estimated Cost-to-Date (higher)	<5%	0	0
	5% to 10%	1	
	>10%	2	
5. High-Probability, High-Impact Risks	0 to 3	0	0
	4 to 6	1	
	>6	2	
6. Unresolved Issues (on time resolution)	On time	0	1
	Late with no impact	1	
	Late impacting the critical path	2	
7. Sponsorship Commitment	Fully engaged	0	0
	Partially engaged	1	
	Inadequate enagement	2	
8. Strategy Alignment	Strong alignment	0	0
	Partial alignment	1	
	Weak or no alignment	2	
9. Value-to-Business	Strong	0	0
	Medium	1	
	Weak	2	

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10. Vendor Viability (provide rationale for the rating in the field following the scorecard)	Strong	0	**0**
	Medium	1	
	Weak	2	
11. Milestone Hit Rate (rate of achievement as planned)	>90% on time	0	**0**
	80-90% on time	1	
	<80% on time	2	
12. Deliverable Hit Rate (rate of production as planned) (Contract Deliverables)	>90% on time	0	**0**
	80-90% on time	1	
	<80% on time	2	
13. Actual vs. Planned Resources	>90% assigned and available	0	**1**
	80-90% assigned and available	1	
	<80% assigned and available	2	
14. Overtime Utilization (% of effort that is overtime) (DFG Only)	<15%	0	**0**
	15-25%	1	
	>25%	2	
15. Team Effectiveness	Highly Effective	0	**1**
	Moderately Effective	1	
	Ineffective	2	
		Total	**3**

Green = 0 - 8
Yellow = 9 - 19
Red = 20+

Vendor Viability Rating Rationale

Active has communicated this project is a top priority for their organization. Since Active Networks has acquired Outdoor Central, they have shown their commitment to the project by hiring additional, unplanned QA resources and funding trips for team resources and executives to ensure project success.